

BART Agreement Number: 6M8137

Approval Date: 11/27/20

Work Plan: No. A.05 Stakeholder Listening Sessions - Policing Alternatives

Scope:

2.0 SCOPE OF SERVICES

- Review all existing documents and work products to date (process outline, stakeholder names and organizations, meeting notes to date, etc.)
- Observe facilitated meetings with internal stakeholders to develop a sense of current design, process and outcomes.
- Review police activity data from prior years, to understand the current context of police activity (What are the kinds of calls that were made, what was the response, what were the outcomes).
- Meet with internal BART team weekly or every other week to set project priorities, reflect on learnings to date, and shape the process.
- Staff every stakeholder interview for technical support (on zoom). document notes and facilitate dialogue in partnership with members of the BART core team.
- When needed facilitate stakeholder interviews without core team members present.
- Synthesize all notes into a converging themes and outlier ideas document.
- Develop recommendations and proposals (independently or in partnership with your core team).
- Facilitate convenings or larger gatherings with more interactive "flair" if needed (with add-ons like graphic recordings, community builders, or interactive virtual brainstorming techniques).
- Develop a survey to support ongoing data collection from stakeholders who want to provide more input than the structured process allows.
- Work with other BART-identified facilitators as needed.
- Be available for on-going check-ins, meetings, and updates.

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Prime: PGH Wong Engineering, Inc.

Subconsultant	Amount	DBE (Y/N)	SBE (Y/N)
Be the Change Consulting	\$ 300,000	N	N

Total Work Plan Value: \$311,462